



BERSTED PARISH COUNCIL
Clerk/RFO to the Council
Bersted Jubilee Hall, Jubilee Fields, Chalcraft Lane, Bersted,
Bognor Regis, West Sussex, PO21 5TU.

01243 842221 clerk@bersted-pc.gov.uk

NOTICE IS HEREBY GIVEN THAT THE COMMUNITY ACTION COMMITTEE OF BERSTED PARISH COUNCIL WILL MEET AT BERSTED JUBILEE HALL, JUBILEE FIELDS, PO21 5TU. AT 18:30 ON TUESDAY JANUARY 21st, 2025. Members of the public are welcome to attend this meeting. All members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business which is set out in the agenda below.

Members: Cllrs: Martin Lury (Chair), W. Kapp (Vice Chair), J. Spencer, G. Yeates, Paul Ralph, Bex Bellhouse, Phil Woodall, Gary Markwell, and Community Clerk June Milson.

Community Representatives: H. Griffin, S. Hearn, Reverend Jo King, Jacqui Herrington (FSW), John Childs.

AGENDA AND BUSINESS TO BE CONDUCTED

Notice to all in attendance, this meeting is recorded for the Clerks use only, for the purpose of accuracy of minutes, once minutes are ratified the recording will be deleted.

- 1) **Apologies for absence.**
- 2) **Declarations of Interests.**
It is a requirement for all Members to make a declaration of personal and prejudicial interests either prior to commencement of the meeting or at any time during the meeting where such an interest may become apparent.
- 3) **Public Session.**
A resolution may be made to allow members of the public present to ask questions, as per policy, 3 minutes per person to a maximum of 15 minutes.
- 4) **Minutes of the Meeting of 19th November 2024.**
To receive and, if agreed, adopt the Minutes of the above Meeting.
- 5) **Matters arising from the Minutes** - matters not addressed elsewhere in the agenda.
- 6) **Community Representative and Committee Reports.**
a) Steve Hearn, b) Herbie Griffin, c) Family support (FSW), d) Reverend Jo King.
- 7) **Fresh Food for Families- Action from Minute 24286 (a)** - update from Cllrs Bellhouse, Markwell and Lury.
- 8) **CC36 24/25 Budget** - update from the Community Clerk.
a) Approve amount for Fresh Food for Families donations to Bersted Green, Southway and Bartons Schools for February 2025.
b) With Reference to 23rd January 2024 Minute Number 23364 to approve design and cost **£150** for Welcome Pack. (including a little extra for unforeseen expenses).
c) Approve a contingency cost for the printing of the above Welcome Pack of **£300**.
d) **Budget Ideas for 25/26** - to be emailed to the Community Clerk to be added to the March Agenda for discussion and approval.
- 9) **Community Awards** - The Community Clerk to present the concept for discussion and approval of the idea and contingency amount of **£100** for awards.
- 10) **Warm Space** - The Community Clerk to present the concept for discussion and approval.
- 11) **St Wilfrid's Hospice Bake a Difference** - Action from Minutes Number 24289 Update from Cllr. Lury.
- 12) **Trees' Estate- walk around with CEO Dawn Hudd, Arun District Council** - update from Cllr Lury.
- 13) **Reminders:**
Tea & Coffee Club February 17th, 2pm and 19th March, 2pm.
Next Community Action Meeting March 18th, 2025, at 6.30pm.



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14) Correspondence

- Thank you from Bartons Primary School.

15) Urgent matters other matters considered by the Chairman to be of an urgent nature and notified in writing in advance. Members should note that no decision can be made.

June Milson.

Community Clerk, 14th January 2025.

Final